



# Vendor Market & Craft Fair at Garten Marketplatz - Vendor Contract

Setup (Optional): Friday, May 15: 12-4pm if you'd like to set up early (or 8am Sat).  
Open House: Sat, May 16 | 9am – 5pm & Sun, May 17 | 11am – 5pm

**Location of this event:** The craft fair will be located at Garten Marketplatz 5225 Co Rd. 15 SW, Byron, MN. Indoors (AC) or outdoors. Tents welcome. There will be a caretaker on the grounds for overnight watch; however, you're encouraged to cover your booth when you leave if your booth is outside. If inclement weather is predicted, setup will take place inside the carriage house.

Please fill out & return *promptly*. E-sign or print clearly. Paperwork due no less than 1 week prior to the event.

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Business Name: \_\_\_\_\_

8x8 Space = \$40 (10x10 tents allowed)

Limit 4 Spaces per Business

1 Business per space/agreement

Booths cannot be shared/split

Early Setup is optional:

- Friday, June 13 from 1-5pm

Number of Spaces Requested \_\_\_\_ x \$40 = \_\_\_\_\_

6' White Table & 2 White Chair Rental \_\_\_\_ x \$10 = \_\_\_\_\_

(Provide your own cord) Electricity x \$10 = \_\_\_\_\_

**Total** → \_\_\_\_\_

**Day(s) Attending:**  Friday Setup 12-4pm (optional) |  Saturday 9-5 |  Sunday 11-5

**Preferred Setup Location:**  Carriage House |  Pergola & Front Patio |  Tent/no tent in the Grass

**Business Info:** (description of items you will be selling) | **Special Requests:** (we will try to accommodate!)

**Payment:** can be made on our website [Wedding/Events > Open House - Vendor Forms] or via check, cash, or Venmo. A check can be made payable to Garten Marketplatz, should be properly labeled with name and business name, and mailed to Garten Marketplatz 5225 Co Rd 15 SW, Byron, MN 55920. Venmo can be sent to Haylee-Brown33 with code 2670. In description, please include your business name. **Payment due by May 9.** If you cancel, cannot make it, or do not show, your payment will *not* be refunded.

**Sales Tax:** Vendor is responsible for collecting and paying their own sales tax. Form ST-19 (MN) is attached. Must be completed and sent to Garten Marketplatz with your agreement.

**Liability Disclaimer:** As a participating vendor, you agree that Garten Marketplatz Perennial Farms and any of their employees shall not be held responsible for any liability, damage, theft to your property or to you as a vendor. Vendor agrees to abide by any rules set forth by the venue regarding use of their property.

By signing (if not signed, your submission of payment will serve the same purpose) I acknowledge I have read and agree to the above disclaimers and this agreement in general.

**Vendor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

REQUIREMENT IF YOU DO NOT HAVE A MN TAX ID NUMBER:

If you do not have a Minnesota Tax Identification Number, and just do this on an occasional basis, please complete the information below and mail or email us prior to the event you are participating in. As a promoter, we are required by law to have this information on file or we could be fined \$100 per vendor, per day who we do not have a form on file. (Minnesota Statutes 289A.60, subdivision 17)

Thank you for complying – we appreciate your business!

- Garten Marketplatz

Please complete the following information and sign and date at the bottom:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Event Name: Summer Open House | Location: Garten Marketplatz

Event Date(s): \_\_\_\_\_

By signing below, I agree to the following statement as outlined in the Minnesota Dept. of Revenue Fact Sheet 148 - <http://www.revenue.state.mn.us/businesses/sut/factsheets/FS148.pdf>

Certain individual sellers at a flea market or similar event are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
  - The seller makes sales of \$500 or less during the calendar year; and
  - The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.
- This isolated and occasional sales provision applies to individuals only, it does not apply to businesses.

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Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Should you wish to obtain a Seller Permit number in the future you may do so online at: [www.taxes.state.mn.us](http://www.taxes.state.mn.us) or calling 651-282-5225